

Air Force Reserve Command

Integrity - Service - Excellence



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Palace Chase Briefing

**TSgt Chris Mills
Air Force Reserve Recruiter**

PALACE CHASE

- **Purpose of the Palace Chase Program**
 - **Allows active duty members to separate early and finish out the term of their commitment with the Air Force Reserve or Air National Guard**
- **Who owns the Palace Chase Program?**
 - **AFPC Randolph AFB TX**
- **What AFI covers the Palace Chase Program?**
 - **AFI 36-3205, Applying for the Palace Chase and Palace Front Programs**

PALACE CHASE

- **Who monitors the program at the base level?**
 - **Active Duty Separations is responsible for tracking all Palace Chase packages.**
 - **The In-Service Recruiter (ISR) conducts the initial interview to ensure the member is qualified and fully understands the process for completing the package**
 - **The ISR also reviews the package before the member turns the package into separations**
 - **Once the package is tentatively approved, ISR secures position which finalizes the package**

PALACE CHASE

- **Applicant's Responsibility**
 - **Schedules appointment with unit commander for commander's signature on the AF Form 1288 (Officers are also required to complete an AF 780)**
 - **Wing CC for officers**
 - **Squadron CC for enlisted members**
 - **Schedules a second interview with the ISR once the package is completed**

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- **Active Duty Losing Commander**
 - **AFI 36-3205 Para. 1.5 covers commander's responsibilities**
 - **Ensure member currently meets AF standards**
 - **Ensures member does not have an active UIF file and is not pending investigation or disciplinary action**
 - **Completes the first endorsement on the AF Form 1288**

EXCEPTION: Wing CC completes endorsement for officers and endorses AF Form 780

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- **Active Duty Separations**
 - **Once they receive the member's package, forward the entire package to AFPC IAW AFI 36-3205**
 - **If approved, processes separation orders for the member based upon the separation date established by AFPC**
 - **If not approved, maintains the member's package IAW AFI 36-3205**

PALACE CHASE

- **In-Service Recruiter**
 - **Monitors the applicant's process**
 - **Notifies the applicant if package is approved or disapproved**
 - **If approved locates a reserve position for the applicant within 15 days of notification of approval**
 - **Forwards the position information to AFPC for final approval of the Palace Chase application**

PALACE CHASE

- **Palace Chase Approval Criteria**
 - **AFPC will review the manning level of the applicant's AFSC Air Force wide and determine if it's in the best interest of the Air Force to release the member**
 - **If approved, any time remaining on the applicant's current commitment will double for enlisted, and triple for officers to be served in the Reserve or Guard**

PALACE CHASE

- **Palace Chase Overview**
 - **Early release program that allows active duty members to request transfer to an Air Reserve Component (ARC)**
 - **Approved or Disapproved Palace Chase applications at base level are still elevated to Randolph**
 - **AFPC owns the Palace Chase Program**
 - **AFI 36-3205 is the governing instruction**
 - **Application process takes approximately 7-8 weeks**
 - **Member is released based on the best interest of the active duty force (manning statistics)**

PALACE CHASE

